BUILDING CODE SPECIALIST

RESOURCE CATEGORY	Hazard Mitigation
RESOURCE KIND	Personnel
OVERALL FUNCTION	A Building Code Specialist provides a community with technical assistance in building inspections, building codes and building safety
COMPOSITION AND ORDERING SPECIFICATIONS	1. This position can be ordered as a single resource or in conjunction with a National Incident Management System (NIMS) typed team (Hazard Mitigation Operations Team) 2. Discuss logistics for this position, such as working conditions, length of deployment, security, lodging, transportation and meals, prior to deployment

Each type of resource builds on the qualifications of the type below it. For example, Type 1 qualifications include the qualifications in Type 2, plus an increase in capability. Type 1 is the highest qualification level.

COMPONENT	TYPE 1	TYPE 2	NOTES
DESCRIPTION	The Type 1 Building Code Specialist assists in performing supervisory and administrative duties for planning and coordinating the operations of the building department to maximize building safety. Primary responsibilities include consulting for complex technical duties related to the hazard mitigation mission, including: 1. Enforcing building codes 2. Reviewing construction plans for code conformance 3. Inspecting residential and commercial properties for conformance to codes, policies, and procedures 4. Making Substantial Damage/Substantial Improvement determinations 5. Issuing building permits and certificates of occupancy to ensure public safety and health 6. Working with state, local, tribal, and territorial governments and private sector stakeholders regarding technical issues relating to building codes and building plans inspections 7. Assisting in the implementation of building code mitigation actions in the Hazard Mitigation Plan, such as Disaster Recovery Reform Act (DRRA) section 1206 recovery efforts and eligible reimbursement for local support 8. Supporting building code adoption by: a. Evaluating building code adoption requirements b. Developing building code enhancements c. Developing building code educational materials d. Providing or recommending training opportunities e. Conducting public awareness outreach activities related to new requirements 9. Assisting in the documentation of successful building performance attributed to building codes	The Type 2 Building Code Specialist provides hazard mitigation technical assistance in coordination with hazard mitigation personnel to one or more communities by: 1. Providing technical assistance and supporting inspections on affected structures to determine percent damage 2. Recommending hazard mitigation measures for affected structures or high-risk structures 3. Reviewing building codes and making recommendations for improvements 4. Reviewing construction drawings for permit issuance and/or hazard mitigation opportunities	Not Specified
EDUCATION	Same as Type 2	Minimum of an Associate degree (Bachelor's degree preferred) in a related field including engineering, architecture, or building sciences, or commensurate experience	For many communities, this position may be a contractor or position in another community functioning under an inter-local agreement

COMPONENT	TYPE 1	TYPE 2	NOTES
TRAINING	Same as Type 2 PLUS completion of the following: 1. IS-393: Introduction to Hazard Mitigation 2. IS-2900: National Disaster Recovery Framework Overview	Completion of the following: 1. IS-100: Introduction to the Incident Command System, ICS 100 2. IS-279: Retrofitting Flood-Prone Residential Buildings 3. IS-284: Using the Substantial Damage Estimator 3.0 Tool 4. IS-700: An Introduction to the National Incident Management System	Completion of E0278: National Flood Insurance Program/Community Rating System, E0312: Fundamentals of Building Science, and E0386: Residential Coastal Construction is recommended, but not required
EXPERIENCE	Same as Type 2 PLUS: 1. Extensive knowledge of the authority having jurisdiction's local building codes and guidelines 2. Ability to make recommendations for building code development as they relate to community planning 3. Familiarity with the Building Code Effectiveness Grading Schedule System administered by the Insurance Services Organization	Knowledge, Skills, and Abilities: 1. Knowledge of materials, methods, and tools involved in the construction of structures and infrastructure 2. Ability to read and review construction drawings to ensure compliance with building codes 3. Working knowledge of local building codes, model building codes, and hazard resistant provisions of consensus codes, standards, and specifications (such as American Society of Civil Engineers [ASCE] 7, ASCE 24, and National Flood Insurance Program Technical Bulletins) Experience: Experience in the building industry with increasing responsibility as an inspector and plans reviewer in a government agency or private agency serving as a building inspector	Not Specified
PHYSICAL/MEDICAL FITNESS	Same as Type 2	Arduous	The NIMS Guideline for the National Qualification System (NQS) defines Physical/Medical Fitness levels for NIMS positions
CURRENCY	Same as Type 2	Currency is maintained by serving as a building code specialist during steady state or post-disaster recovery operations as required by certification standards or every two years if no currency requirements are identified in certification standards	Not Specified
PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS	Same as Type 2	Licensure or certification from the state in which the Building Code Specialist functions	Requirements vary by state

NOTES

Nationally typed resources represent the minimum criteria for the associated component.

REFERENCES

1. FEMA, National Incident Management System, October 2017
2. FEMA, NIMS Guideline for the National Qualification System, November 2017
3. FEMA, National Disaster Recovery Framework, June 2016
4. FEMA, National Mitigation Framework, June 2016
5. FEMA, National Response Framework, October 2019
6. FEMA, Building Codes Toolkit
7. FEMA, Building Science Publications
8. FEMA, NIMS 508: Hazard Mitigation Operations Team